

STIBBARD PARISH COUNCIL
Minutes of the Parish Council Meeting held on
Tuesday July 13th at 7pm in the Stibbard Village Hall

Present: Cllr Elaine Bennett (Chair), Cllr Tony Hender & Cllr Bill Aldridge

Prior to start of meeting concerns raised by Cllr Bennett regarding only three councillors being present and if we were able to continue the meeting.

Following clarification from the Clerk via telephone message, that we were quorate, all present decided to continue with the meeting.

1. Welcome and to consider apologies and reasons for absence

1.1 Apologies: Nicola Ledain – Clerk: Cllr Piers Reinhold: Cllr Lee Richards

Apologies also received from both Vincent Fitzpatrick District Councillor & Steffan Aquarone County Councillor.

Apologies received after the meeting from Cllr Clayton

2. Declarations of Interests and Requests for Dispensations

No interests were declared and no requests for dispensation

3. Minutes – to agree or otherwise the minutes of the meeting held on Tuesday June 1st

Minutes distributed had venue as ‘zoom’ but venue was actually Stibbard Village Hall

Cllr Colin Clayton has been omitted from those present at the meeting.

Item 17 AOB

17.5 Cllr Tony Hender omitted from this – both he and Cllr Clayton were to investigate

17.6 A date was agreed at the meeting regarding the “tidy stream day” – date is Sunday October 3rd 2021.

17.7 should have been added – Cllr Bennett to contact Highways & Sennowe Estate regarding the flooding at Guist Bottom Road – this problem was raised by a member of the public at the meeting

17.8 should have been added – Cllr Bennett to contact Action Play & Leisure regarding the damage to one of the bench seats in the large playground area.

Other than the above the minutes of the meeting held on June 1st 2021 were agreed

4. Matters Arising

4.1 *Footpath signage and style.* Both Cllr Bennett and Nicola LeDain Clerk have contacted Highways. Cllr Bennett given a ref number by Norfolk County Council

(NCC) Highways department (enq485076). It is understood that this is scheduled to be rectified.

4.2 *On going problems with walking around footpaths* – Nicola LeDain Clerk has emailed Toby Harmer Land owner – no further update at this time.

4.3 *Damage to new playground hedge plants by CGM in July 2019 still not rectified.* Cllr Bennett has contacted CGM. Mark Wyatt who was initially in contact with the Parish Council no longer works for CGM. Cllr Bennett has emailed his replacement Neil Green (estaom3@cgmltd.co.uk) and spoken to him. Neil has passed our issue to Brian Millard at CGM (brian.millard@cgmltd.co.uk) who has also exchanged emails with Cllr Bennett. Brian asked for a list and numbers of plants that needed to be replaced. This was emailed to Brian on 07.07.21 by Cllr Bennett who has also asked that the replacements be of various maturity - nothing further received from CGM.

4.4 *On-going problem of flooding in Guist Bottom Road near to The Ordnance Arms Public House.*

In response to this being raised by a member of the public at the last meeting Cllr Bennett has spoken with Adrian Howes Estate Manager at Sennowe Estate for update. Adrian reported that the ditches had been dug out to try to prevent the flooding across the road. Consensus of opinion is that the Culvert under the road is not big enough. Cllr Bennett has reported this to NCC Highways department on 07.06.21 (ref. enq485075). Tom Cox Highways Technician NCC has been to look at the problem and has discussed this with Adrian Howes. Tom Cox has emailed Cllr Bennett on 05.07.21 to report that *'the ditches opposite the Ordnance Arms are well maintained and there is a large system with a positive outfall on that side of the road.'* He goes on to say *'I will be exploring the options to either restore or clear the original culvert or seek another way to divert the surface water into the adjacent ditch'*. No further communication received although Tom Cox has said he will contact Cllr Bennett as the situation develops.

4.5 *Telegraph poles on edge of field acting as bollards in Fakenham Road.*

This was a question relating to the safety aspect of these bollards by a member of the public. Cllr Clayton was to investigate this. As Cllr Clayton was not present at the meeting no further information available. This item will be added to agenda for next meeting. Action. Cllr Clayton

4.6 *Refurbishment of village Phone Box / Library*

Cllr Aldridge has investigated this and provided before and after photos of a phone box having been repainted by a company called Supanova. The photos are very impressive and repainting the box will make it stand out for all the right reasons and would be a good focal point for the jubilee celebrations next year. All Cllrs present agreed that we should get a quote from Supanova for repainting of the phone box. Cllr Aldridge will circulate quote by email.

Action. Cllr Aldridge

4.7 *Fencing for the edge of play field / driveway to old school*

Cllr Hender provided a map of the play field. He has taken measurements and approx costings for provision of Chestnut Fencing.

Chestnut Fencing from gate adjacent to stream alongside driveway to old school which is approx. 20 metres and the posts would cost approx. £180

To use Chestnut Fencing on 3 sides of the field would cost approx. £400

These costs do not include and labour charges.

It was agreed that advice should be sought perhaps from ROSPA on suitable fencing for the play field. We should also discuss with Diocese. This item to be discussed at next meeting. Action. Cllr Bennett & Nicola LeDain

5. Reports from District & County Councillors

These were emailed to all councillors prior to the meeting and are also attached to this email.

Cllr Bennett reminded those Cllrs present about the community grants highlighted by Cllr Vincent Fitzpatrick.

Public participation

There were no members of the public present

6. Correspondence

No correspondence to consider

7. To discuss any planning applications received

a) PF/21/1718-Stibbard – land adjacent, Moor End Lane, Stibbard: Erection of 4 detached bungalows and garages

This was discussed and all present had no objections. Cllr Reinhold in his absence had sent an email to all councillors and the clerk to indicate that he too has no objections to this planning application however he did highlight a potential problem of damage being caused to gravel road leading to the proposed building site which could need repairing. Cllr Bennett will raise this with Nicola LeDain for advice on how to proceed with this matter and will report back at next meeting. Action. Cllr Bennett

8. To note the crime report received and circulated by email

No crime report available

9. To discuss arrangements for Jubilee celebrations 2022

Bert Etherington (Secretary of Village Hall Committee (VHC)) has written to Nicola regarding the VHC plans for Jubilee celebrations next year. A three day event. An organising committee is being formed and it is hoped that some Parish Councillors will be able to help on this committee. Cllr Bennett (PC rep on VHC)

will email all councillors and both Bert and Jane Taylor (Chair of VHC) to try to organise a get together ASAP. Action. Cllr Bennett

10. To receive the ROSPA Playground Report

This report is very detailed with a number of remedial tasks. Cllr Bennett will discuss this with Nicola and this item is carried over to next meeting.

Action. Cllr Bennett

11. To agree the cutting of the hedge around the playground

Cllr Bennett has asked Neville Hill for a quote for cutting the following hedges

1. Hedge next to the driveway to the old school
2. Hedge inbetween the football field and lower field
3. Hedge adjacent to the stream
4. Hedge on Fulmodeston Road

Neville hill has quoted approx. £600 for hedges 1-3 including all clearing and removal of waste. He felt that the hedge 4 would probably cost £400 again with all waste removed.

Cllr Hender reported that he uses a gardener that has a tractor to cut his domestic hedges where the cuttings are 'fed' back into the hedge. He is reasonably priced and may be ideal for the hedges 1,2,and 4. It is unlikely that the tractor would be able to cut hedge 3. Cllr Hender will approach the gardener for a quote. Action. Cllr Hender

12. To review the grass cutting contract

Cllr Bennett raised this as when the grass is cut in the playing fields there is a lot of mess left ie. Cut grass and this is putting off children playing there. Also the small playground is not cut well and this has also been highlighted by the ROSPA report. Cllrs present would like details of the current contract shared at the next meeting for discussion. Action. Nicola LeDain

13. To review the Parish Partnership Scheme for bus shelter

The scheme is open again for reapplication between June and December 2021 Action. Nicola LeDain

14. Financial Matters

14.1 To agree the financial statement – no statement available at the meeting

14.2 To agree the following payments

14.2.1 Clerks Salary July & August

£93.75pm plus £21.66 expenses = £115.41 x 2 = £230.82 – this was agreed by Cllrs present but as Nicola not at meeting this is to be carried over to next meeting for cheques to be signed. Action. Nicola LeDain

14.2.2 Playground Gate

The gate has been installed. Cllr Aldridge has the invoice from Peter Martin and will forward to Nicola. All Cllrs present were very happy with the gate, all agreed with the payment to Mr Martin and would like to extend our thanks to him for his work. Action. Cllr Aldridge

14.2.3 CGM

No information available – to carry over to next meeting.

Action. Nicola LeDain

14.2.4 Website

Automatic renewal approx. £230 which has been paid by Nicola LeDain. All Cllrs present agreed that Nicola should be paid back asap. Nicola to present invoice/bill to confirm amount due.

All Cllrs present also felt that this is expensive. To be discussed at next meeting.

Action. Nicola LeDain

15. Any other Business

15.1 Iron Man

Cllr Aldridge has discussed the refurbishment of the Iron Man with Peter Martin. Peter has taken a look at the Iron Man and is of the opinion that the refurbishment should be undertaken in situ as he is very delicate. At this point in time it is impossible to give an absolute quote for the refurbishment as during the cleaning process some parts may need replacing / welding. Peter Martin is keen to support the village and is prepared to refurbish the Iron Man in situ, including rubbing down all metals, repairing and welding any parts that need it all at a cost of £25ph.

In light of the fact that this issue has been going on for some considerable time and the condition of the Iron Man will only get worse, Cllrs present all agreed to ask Peter Martin to undertake this work for us.

Cllr Bennett will write to the Village Hall Committee to ask if they could contribute to the repair/refurbishment costs

Action. Cllr Bennett & Cllr Aldridge

15.2 Damage to bench in large play field

Cllr Bennett has made contact with Action, Play and Leisure and has supplied a photograph of the damage. No further contact from them. Cllr Bennett will

Speak with Nea Horsford (ex Cllr) as she has had contact with the company in the past and may be more successful in getting a result / reply.

Action. Cllr Bennett

16. Items for agenda of next meeting

Tidy stream day – oct 3rd 2021
Signage for dog bins
Rubbish bin for small playground area
Guist bottom road flooding
Bench damage
Wooden bollards
Footpaths and signage and style
Playground hedge damage
Telegraph poles
Phone box refurbishment
Fencing of play field
Hedge cutting
Grass cutting contract
Bus shelter application
Financial statement last visit
CGM?
Website cost
Iron man
Jubilee celebrations
Playground report from ROSPA
War Memorial upkeep

17. To note the date of the next meeting

Tuesday 14th September 2021 7pm Stibbard Village Hall